

Child Care Subsidy and Certification
 Advisory Committee Meeting
 8/19/2011
 Minutes

In-Person Attendees	Over-the-Phone Attendees
Jim Bates, DCF Regena Floyd-Sambou, DCF Erik Hayko, DCF Sue Mathison, DCF Laura Saterfield, DCF – BQI John Tuohy, DCF Tony Sis, Dane Jolene Ibeling, DCF – BECR Linda Halverson, Dunn Ronda Brown Anderson, St. Croix Jenny Hoffman, Brown John Rathman, Outagamie Liz Mahlock, Sheboygan Nancy McVary, DCF – BRO Emily Woger, DCF Kara Kratowicz, DCF Amy Mendel-Clemens, Dane Gabe Blood, DCF Amy Mendel-Clemens, Dane	Door Winnebago Green Lake MECA Shawano Wood Waukesha Vernon Crawford Grant Dodge Rock Sauk Columbia Workforce Connections

Jim Bates, Director BCCA
New Policy: Attendance Based for LFAM

- Policy approved yesterday as a cost savings measure under the budget bill.
- Authorizations for Licensed Family providers will be limited to attendance based authorizations only.
- Existing authorizations will not be touched. Agencies may leave all authorizations as is until they expire.
- After the effective date (08.28.2011), CSAW will no longer allow user to choose enrollment based.
- Exception is for special needs authorizations.
 - Agencies must follow policy for qualifying someone as special needs AND document the provider's increased need in cost for care when/if calculating a manual rate.
- Additional materials will be posted to the web soon including an Ops Memo and two letters (parents and providers).

Sue Mathison, Section Chief, Child Care Subsidy Unit
Quality Assurance Review

- 3 Goals of the Quality Assurance Process
 - Identify training needs
 - Identify where there is policy confusion
 - Prepare for the federal improper payments review, which begins October 2011 and will review 276 cases statewide.
- Random sample of 200 cases reviewed by central office and BRO (100 BOS, 100 Milwaukee).
- Letters will be going out to all counties that had no errors and those that did not have cases pulled.
- ~11 counties had no cases pulled.
- There are no penalties associated with this review; however, if there are overpayments, they must be recouped.
- Of the 100 BOS cases, we found 70 errors. Most are verification errors ranging in severity.
- If the only error on a case was the lack of a signed CAF, we removed these cases as error.
- Most frequent errors include missing SSN verification, birth query, missing birth certificate in ECF.
- It is the intent of the Bureau of Child Care Administration to continue Q/A reviews every six months.
- When agencies get the results back, review errors to ensure they are true errors and correct, if not, provide an explanation why there is no error.

Questions:

- Will there be statewide refresher training on the common issue areas?
 - SM indicates, that would be the targeted direction
 - We'll know more when we analyze the results
- Do we have the results from MECA?
 - When we look at MECA, we actually look at MECA and MILES.
 - Milwaukee had more errors
- What is the caseload of Milwaukee compared to the BOS?
 - Website has exact statistics; however, its ~50/50

Discussion: IM Realignment

Agency Update:

- Agencies brought the discrepancies to state's attention and will be meeting with the steering committee to try to realign.
- Agencies are asking consortia to designate a rep for each of the work groups. Asking state to ensure there is a rep in each one of the consortia.
- Agencies ask to have 6 months under their belt with IM reorganization before DCF considers making any changes to child care processes.
- Intent from DCF is to continue 2012 contracts to the individual counties.
- BCCA continues to advocate in the leveling off discussions that child care would like to ensure a local presence in the county of residence.

CAF versus the Summary

- Can agencies use either?
 - Feel it is a waste of paper for the agencies.
- Child care and W2 are working on this project with the intent to create a new document.
 - New document will include the rights and responsibilities statement.
- Check with Barbara Stiefvater for the status of the new document.
 - Barbara.stiefvater@wisconsin.gov

Erik Hayko, Section Chief, Fraud Detection and Investigation Unit

Legal and Fair Hearing Trainings

- Nancy Wettersten and Emily Woger have been providing trainings around the state.
- Intended audience is corporation councils. Often audience is the local agency.
- Discusses the legal responsibilities for pursuing fraud cases, representing cases and potential referrals for criminal prosecution.
- 3 trainings complete. Southeastern and southern are up-coming.
- If you would like to attend training, contact your BRO child care rep.
 - Madison has 24 individuals currently registered and space for 80. Training is September 6th at the Dane County Job Center.
 - Please encourage corp councils to attend the trainings.
- Can DCF look to do a session for the corp councils through professional associations?
 - Yes, please contact FDIU (Erik/Emily) if there is a proposed forum for training.
- All agencies are encouraged to build relationships with their corp councils

Chapter 2 Update

- Draft is with management.
- Goal is still to get this out before the end of the year.
- There will be regionalized trainings to discuss changes and answer questions as a follow up once released.

Contacts for Questions

- Provider investigation questions, contact Emily Woger
 - Emily.woger@wisconsin.gov
- Client investigations, BV or PIES, contact Erik Hayko
 - Erik.hayko@wisconsin.gov
 - 608-266-9045

Local Agency Incentive Programs

- Biennial budget gave authority for creating fraud incentive programs
- FDIU is currently looking into what can be done.
- Agencies are strongly encouraged to contact Erik and offer suggestions. He would like insight and input in how this may be utilized.
- Timeline on this project:
 - FDIU must report to Joint Finance by January 1
 - Rules will need to be promulgated before implementation

- This will likely be complete in 2012
- Will be an addendum to the county contract

Payment for Providers' Children

- Another piece of the biennial budget restricts issuing payment on behalf of children of child care providers.
- This will require the development of rules including the creation of a waiver.
- What do agencies think should be considered as an exception for this rule?
 - Ex. Special needs
- Send ideas to Erik Hayko
- Admin Rule needs to be proposed by January 1

Inhibiting Incentives

- Another section of the biennial budget restricts incentives used by child care providers to recruit/retain families.
- What are some incentives providers are offering that have no benefit to the child versus what are some incentives providers are offering that do have benefit to the child?
- Send information to Erik Hayko

John Tuohy, Director, Bureau of Regional Operations

BRO Update:

- Child care coordinator staff assignments:
 - Nancy McVary is now the full time coordinator for the southern region
 - Deb Van Swol left southeastern region
 - See map available on the meeting materials webpage for updated contacts for covering southeast counties while the vacancy is being filled.
- BRO staff will be following up with local agency staff after they receive letters from DECE with results of the Q/A case review.
 - Discuss troubleshooting issues, training needs, etc.
- BRO is working with Jolene to develop a process for reviewing certification practice by the local agencies.
 - Reviews will begin this fall
 - The review tool will be shared with the advisory committee to provide feedback as BRO moves forward with this project.

Jolene Ibeling, Bureau of Early Care Regulation

Certification Update

- WEB-I reporting system for WISCCRS
 - With the new system, old reports were eliminated and transferred to WEB-I, a tool which allows for many more reports
 - In May, Pirkko sent an email to all agencies of all users with update access to CCPC.
 - 20 agencies are outstanding a notification to Pirkko of who needs WEB-I access.
 - Please contact her with information on who needs access to WEB-I.
 - Pirkko.moilanen@wisconsin.gov
- Next new worker training

- Emails are coming in ~ once per week about new certifiers
- Nov/Dec there will be a new training in Madison
 - November 30 Policy: 12:30 p.m. - 4:00 p.m.
 - December 1 Policy: 8:30 a.m. - 4:00 p.m.
 - December 2 WISCCRS: 8:30 a.m. to 4 p.m.

Laura Saterfield, Director Bureau of Quality Improvement
YoungStar Update

- Rated Providers (see handout).
- There is now one three star provider now, which is reflective of the length of the process.
- Mini-grant process is now starting.
- YS is required of providers who serve subsidy children.
- 91% of subsidy providers are now enrolled in YS.
- Check stuffer (see handout) will be sent tomorrow and the following Saturday discussing the delay in tiered reimbursement.
- Newsletter will go out at a later date to providers:
 - Offers YS highlights for providers
 - Where to get information
 - Delay in tiered reimbursement
- August 4th, there was a press conference at the Learning Gardens in Madison
 - Released parent brochure
- Web pages have been revised with user friendly layout
 - Go to the media section of the YS website to hear the YS media ads currently being played on the radio in addition to pictures of the billboards.
 - Currently YS links from the American Pediatrics website.
 - Looking for additional ways to reach parents.
- Goal is to have providers rated by the end of December.
- Provider brochure is being worked on now. It will be up on the website once it's complete. Info on how to order these brochures will be there too.
- School age criteria will be available this fall.
- Questions
- Does YS get a lot of providers that do not accept subsidy children asking to be rated?
 - 600-700 providers currently
 - Overall, there has been a decline in the number of regulated providers and subsidy providers.
- What are some reasons why stars drop?
 - Accreditation expires and they have yet to receive another visit
 - Providers move or relocate

Next Meeting: Friday October 21st, 2011